

MINUTES
POLICE AND FIRE COMMISSION
Thursday, February 4, 2016
City Hall, Room 310
3:00 PM

MEMBERS PRESENT: Commissioners Rod Goldhahn, Barbara Dorff, David Nelson, Nancy Schopf

OTHERS PRESENT: Fire Chief David Litton, Police Chief Andrew Smith, Captain Paul Ebel, Lt. Ben Allen, HR Operations Manager Melanie Falk, and HR Generalist Jen Smits.

1. Roll call.

The meeting was called to order at 3:00 p.m. by President Goldhahn. Roll call was taken.

2. Approval of the minutes from the meeting of the Police and Fire Commission held January 7th, 2016, and approval of the minutes from the special meetings held on January 5th and January 25th, 2016.

A motion to approve was made by Comm. Dorff, second by Comm. Schopf. Motion carried.

3. President's Report.

Commissioner Goldhahn reported that there was no new information this month.

4. Communications.

- a. Budget Status Report**
- b. Budget Spreadsheet**

Comm. Goldhahn commented that budget items are related to recruiting and include medical and psychological exams.

Comm. Goldhahn requested a motion to accept and place the communications on file as received. Motion made by Comm. Schopf, second by Comm. Nelson. Motion carried.

5. Approval of the Patrol Officer Eligibility List.

Comm. Goldhahn reported that this is a list of candidates who have been interviewed and are on the list so when needs occur, we use the ranked order of the candidates to start the backgrounds.

A motion to approve the list was made by Comm. Schopf, second by Comm. Dorff. Motion carried.

6. Report from the Chiefs.

Police Chief Smith reported that on Wednesday, Officer Dave Schmitz received a lifetime achievement award in Madison from the Wisconsin Association of Community Oriented Police (WACOP). Officer Schmitz will be available on Friday for the media and also February 15th at the Common Council meeting.

Chief Smith received the Uniform Crime Report (UCR) statistics for 2015, and he reported that these are preliminary statistics. He stated that total violent crime is down 13.6% which is great and that there is a decrease in homicides from 3 to 2 and aggravated assaults are down from 403 to 332 which equates to a 17.62% decrease. Property crime is down 0.65% and total Part 1 crimes are down 2.97%.

Chief Smith stated that tonight there is a viewing starting at 4:00 p.m. for former Police Chief Don Cuene. Services will be tomorrow at 11:00 a.m. The Chief stated that he and other department members will be attending.

Chief Smith reported to the Commission that the department is preparing for contract negotiations and he will report back at a later date.

Comm. Schopf asked Chief Smith if it is legal to have different colored headlights. He responded that some are appropriate and are manufactured that way. However, Officers have been pulling people over when the lights are not compliant with the law.

Fire Chief Litton reported that they have a current Engineer who has a medical condition, and he has tendered his resignation effective March 15th. This vacancy will be filled with a candidate off of the current list.

Chief Litton reported that Nick Craig, Fire Prevention Educator for 9 years, requested to go back to the street in November. He went back starting the first week of February. The department has put out a notice to fill that position, but has been unsuccessful. Chief Litton stated that they have two options, either hiring from the outside or changing the job description. Chief Litton commented that Nick has been fantastic in that position and will help with the transition.

Chief Litton said that they will be starting the Fire Academy on February 29th and graduation will be at 8:00 a.m. Friday May 13th. The location is yet to be determined, but will more than likely be at Station 4 or NWTC. Chief Litton will notify the Commission when they finalize the plans. The Academy runs about 11 weeks.

The Fire Department currently has 5 open positions and with a pending retirement, they will have 6 openings. Chief Litton stated that they anticipate at least 3 more retirements coming up.

(Item #9 was moved forward and taken out of order)

- 9. Review of Fire Fighter candidate backgrounds. The Commission may convene in closed session pursuant to Sections 19.85(1) (c) and (f), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.**

Comm. Goldhahn read the closed session statement. A motion was made by Comm. Dorff with a second by Comm. Schopf to go into closed session. Motion carried.

Out of closed session Comm. Goldhahn reported they reviewed the backgrounds, and all of the candidates are acceptable and will be placed on the hiring list.

7. Bills.

Comm. Goldhahn requested a motion to authorize payment. Motion made by Comm. Dorff, second by Comm. Schopf. Motion carried.

8. Set date of next meeting.

The next meeting will be held on Thursday, March 3, 2016, at 3:00 p.m. Comm. Goldhahn will check with Comm. Mallett to see if a better time works for him. The meeting is tentatively set for March 3rd at 3:00 p.m.

With no other items on the agenda, Comm. Goldhahn requested a motion to adjourn the meeting.

Motion made by Comm. Dorff, second by Comm. Nelson to adjourn the meeting.

Motion carried.

The meeting adjourned at 3:41 p.m.

Respectfully submitted,

Sherry Bosar, Recording Secretary

APPROVED: _____
Rod Goldhahn, President